

SECRET**Office Memorandum • UNITED STATES GOVERNMENT****TO : Chief, Intelligence School****DATE: 19 November 1957****FROM : Chief, Orientation Faculty****SUBJECT: Weekly Activities Report #47, 13 - 19 November 1957****1. Significant Items:**

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Nothing to report.

2. Other Activities:

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a. Intelligence Orientation

1. [] has completed and published the schedule for IO #16. To date, [] students have enrolled in the course; the final enrollment will probably be considerably higher.

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2. [] met with a representative of the Office of Communications on 15 November to discuss the inclusion of a lecture on Commo activities in the IOC, and a presentation in the Support Exhibit. [] the O/C representative, indicated that the Director of Communications was personally interested in having his office participate actively in the program. O/C plans to work up a lecture for possible inclusion in the January course, and to discuss with this staff the plans for an exhibit.

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3. Appropriate DD/I offices have been notified of the Intelligence Products Exhibit to be held Thursday, 5 December 1957, which is open to selected IAC personnel. Names of visitors are to be submitted to OTR by 22 November.

4. Instructors are in the process of revising and bringing up to date lesson plans and texts for all lectures given by members of the Orientation Faculty.

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b. Review of examination

To supplement the A&E study of the final examination Mr. [] have made an analysis of grades for the past six courses, to ascertain the percentage of Excellent, Satisfactory, and Unsatisfactory ratings. Another review session with Dr. [] on A&E's findings was held on 19 November.

c. Housekeeping items

1. The Supply and Services Section, OTR has ordered drapes for the R&S Auditorium which will probably be hung during the Christmas recess.

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2. The Supply and Services Section has also ordered chairs for the stage loft in the auditorium. This space will supply an additional seminar room when furnished.

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d. Special projects

1. The two secretaries have begun the indexing of all lectures which have been tape recorded, and eventually will make typescripts of all tapes.

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2. [] is compiling a list of guest speakers, by name, subject, and number of appearances for the calender year.

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e. Miscellaneous items

1. ^{UNCODED} [] attended a seminar on 15 November with Mr. [] at the Industrial College of the Armed Services. The subject was, "Human Resources of the Uncommitted Countries of Southeast Asia and Africa."

2. [] attended a Jr. Staff Meeting in [] office on 19 November.

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3. Personnel Notes:

a. [] returned from emergency leave, necessitated by the death of his father, on 18 November.

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b. [] was on compensatory leave 18-19 November.

c. [] continues on military leave until 26 November.

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